

# CITY OF NASHUA

## ARTS COMMISSION GRANT APPLICATION

### PART I: APPLICANT INFORMATION

LEGAL NAME OF ORGANIZATION: Symphony New Hampshire

ADDRESS: 6 Church St.

CITY/ STATE /ZIP: Nashua, NH 03060

TELEPHONE: 603 595 9156

WEBSITE: SymphonyNH.org

YEAR ORGANIZATION STARTED: 1923

FEDERAL TAX I.D. # (EIN): 02-601-2500

EXECUTIVE DIRECTOR: Eric Valliere

PRIMARY CONTACT FOR PROPOSAL: Eric Valliere

TELEPHONE: 603 595 9156

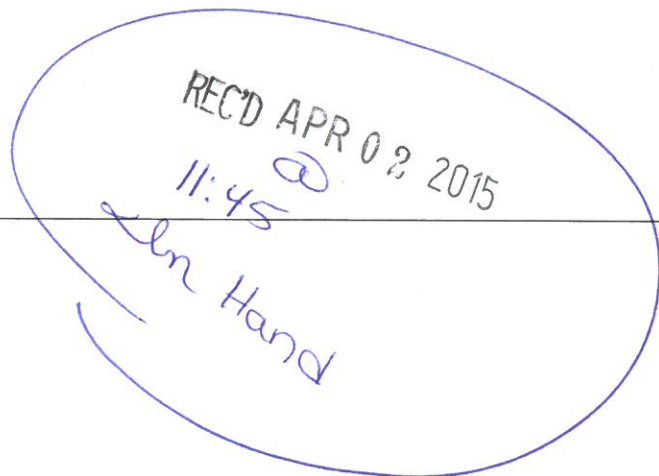
E-MAIL: [Eric@SymphonyNH.org](mailto:Eric@SymphonyNH.org)

AMOUNT REQUESTED FROM  
ARTS COMMISSION: \$7,575

TOTAL PROJECT BUDGET: 22,275

**PLEASE PROVIDE A BRIEF (2 or 3 sentences) OVERVIEW OF THE PROJECT/SERVICE FOR WHICH FUNDING IS BEING REQUESTED:**

Symphony NH is requesting \$7,575.00 from Nashua Arts Commission to support "Picture This", a program that benefits thousands of students annually in Nashua's public elementary schools, and which inspires third graders at the moment in their academic lives when they're making choices about whether or not to join in activities relating to music. This educational initiative is an essential component of our effort to enhance music education for all of Nashua's public schools.



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### PART II: ORGANIZATIONAL OVERVIEW

This narrative section should contain a description of your organization's mission, services and/or programs, community issues addressed, past results and future objectives.

Please note: This Grant is dedicated to those Civic/Community and Performing Arts Groups that consistently provide programs for Nashua's citizens at no cost to those citizens. It is designed to recognize the contribution to the community by these organizations and is intended to be the City's donation to the continuation of these programs.

Please use layman's terms in this narrative, and avoid any jargon.

**Directions:** *You may complete this form in Microsoft Word using the form fields or please number and write your answers on a separate page.* We seek concise answers to these questions, so please limit your answer to 500 WORDS (with a font size no smaller than 11 point.)

**ORGANIZATIONAL HISTORY** In this brief history you should include:

- its mission
- services and/or programs
- community issues addressed
- past results

Symphony New Hampshire (SNH), founded in 1923, is the oldest professional orchestra in New Hampshire. SNH programs include a series of well-regarded concerts each season in Nashua, related educational activities, and student internships in arts administration offered through local colleges. As part of our efforts to *Build Community Through Music*, SNH works with area organizations to provide free tickets to those who could otherwise not afford to attend our concerts (or simply to honor citizen's groups who've dedicated themselves to this community), including Veterans, Nashua School District Teachers, local colleges, local charities, and many others. Tickets for youth aged 5-15 are always free, when accompanied by a paying adult.

**MISSION:** *SNH seeks to enrich the quality of life in southern New Hampshire through high-quality performances of orchestral music, and by taking a leadership role in the music-education opportunities for citizens of all ages.*

As members of SNH, we have elected to focus on the core values we all share, as a means to achieving our larger goals within this community. We strive to generate civic and personal pride, and serve as a cultural focal point for the citizens of Nashua, through which they can deepen their relationships to music, to their community, and to each other.

We firmly believe in the importance of music education; the benefits of which are enormous. Students who study music early on are less likely to engage in addictive behaviors, and more likely to engage in civic and volunteer activities. Singing or playing an instrument can relieve stress, and often remains an activity pursued and beloved for a lifetime.

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### PART III: PROGRAM DESCRIPTION

This form is required as part of your application.

In 2015, the Nashua Arts Commission published its Arts & Cultural Plan for the City; applicants are encouraged to review the Arts & Cultural Plan when preparing their grant requests. In your answers to the narrative questions below, please be sure to identify ways that your proposed project speaks to the Commission's top priority areas. Specifically, how does your project:

1. Raise the profile of Nashua so it is seen as a major arts destination.
2. Increase arts education opportunities for both children and adults.
3. Enhance the quality of life in greater Nashua in ways that have a measurable impact.
4. Work toward new levels of capacity and sustainability for your organization.
5. Develop stronger marketing/branding profiles for your organization and/or the larger arts community.

**Format:** You may complete this form in Microsoft Word using the form fields or number and write your answers on a separate page with a font size no smaller than 11 point.

This application represents (please check one only):

- ☐ A request for continued funding, operations or program support
- ☐ A first time request in support of an existing program
- ☐ A first time request in support of a new project

#### 1. WHAT IS THE OVERALL GOAL OF THIS PROJECT?

We firmly believe in the importance of music education; the benefits of which are enormous. Students who study music early on are less likely to engage in addictive behaviors, and more likely to engage in civic and volunteer activities. Singing or playing an instrument can relieve stress, and often remains an activity pursued and beloved for a lifetime.

That's why we think it's so important to inspire young students to want to play an instrument, and why we want them to experience – free of charge – the power of a full orchestra performance in the 3<sup>rd</sup> grade. A vibrant arts education program in the public schools makes Nashua a more desirable place to live, enhancing the quality of life here and raising the city's profile as a place where the arts thrive. By working with the school district and the local press to publicize our efforts in the schools, we'll not only enhance our own branding profile; we'll increase awareness of our organization's contributions to the community in ways that increase public support, leading to new levels of capacity and sustainability.

Since the reconfiguration of this program in spring 2014, the basic structure of the program is now established: a quintet of wind players visits third graders in each Nashua elementary school, introducing students to the instruments and concepts from the orchestra program they'll hear later (they use "Peter & the Wolf" to illustrate the ideas). A few weeks subsequent to those visits, students – about 1,000 of them – go to Keefe Center for the Arts in Nashua for a concert by the full Symphony NH, led by Jonathan McPhee. The program illustrates ways music shows us the "who, what, and where", using a combination of familiar music (movie themes) and traditional repertoire (*Finlandia*, *Rite of Spring*, *The Planets*, etc.). Slides projected above the orchestra assist students in imagining what the music is "about".

This final concert takes place during the school day and is designed specifically for third graders – nearly 1,000 of them district-wide. The program is fun and exciting (we've modeled it on a successful version done for several year's by Maestro McPhee's other orchestra based in Lexington, MA, where it has received raves from kids, parents, and teachers alike; in Lexington they've seen a rise in band enrollment every year since the program started). THERE IS NO CHARGE TO PUBLIC SCHOOL STUDENTS FOR PARTICIPATING.

This kind of learning opportunity with a professional orchestra is rare, and prepares students either for participating in music, or for attending concerts and other events later in life. An arts-rich environment offers opportunities for students to develop positive attitudes toward the arts, and toward school.

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## ARTS COMMISSION GRANT APPLICATION

### 2. HOW HAS YOUR ORGANIZATION FUNDED THIS PROJECT OVER THE PAST YEARS?

In the past, the educational programs have been funded by a variety of sources (some of which are intermittent), including the Nashua Arts Commission, King's Daughters Benevolent Association, Ella F. Anderson Trust, Nashua Rotary Club & Rotary Club of Nashua West, Conway Arena Ice Commission, Waldo & Alice Ayer Trust, the NH State Council on the Arts, and through personal gifts to our Annual Fund. In the past year several new funders have joined in: The RiverStone Companies, Cogswell Benevolent Trust, Fidelity Investments, FairPoint Communications, and RBC Foundation USA.

### 3. PLEASE ATTACH A DETAILED BUDGET, SHOWING EXPENSES AND REVENUE (INDICATING WHETHER PENDING OR SECURED) FOR THE PROJECT FOR WHICH YOU ARE REQUESTING FUNDS.

**"Picture this" for 3<sup>rd</sup> Graders: PROJECT BUDGET INFORMATION (2015-16)**

#### PROJECT EXPENSES:

|   |                 |
|---|-----------------|
| Staff Support                               | 2,590           |
| Production Manager                          | 800             |
| Executive Director                          | 1,790           |
| Artist Fees                                 | 14,345          |
| In-School Learning Units (Peter & the Wolf) | 6,000           |
| Youth Concert                               |                 |
| Orchestra (rehearsal and performance)       | 7,420           |
| Conductor                                   | 1,925           |
| Music Purchase/Rental                       | 390             |
| Instrument Cartage/Rental                   | 475             |
| Librarian                                   | 300             |
| Crew  | 400             |
| Overhead                                    | 2,125           |
| Photography/Videography/PR                  | 650             |
| <b>TOTAL EXPENSES</b>                       | <b>\$22,275</b> |

#### PROJECT INCOME:

|  |                 |
|--|-----------------|
| RBC Foundation USA (expected)                | 3,000           |
| Nashua Center for the Arts (committed)       | 2,500           |
| Nashua Rotary Club & Rotary West (requested) | 2,500           |
| Conway Arena Ice Commission (expected)       | 2,000           |
| Ella Anderson Trust (expected)               | 2,500           |
| NH State Council on the Arts (expected)      | 2,200           |
| <b>PROJECTED INCOME</b>                      | <b>\$14,700</b> |

Nashua Arts Commission grant request      7,575

**TOTAL INCOME** **\$22,275**

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**4. DESCRIBE UP TO 3 MEASURABLE OUTCOMES OR RESULTS OF THIS PROJECT THAT WILL HELP ACHIEVE THIS GOAL.**

- a. 3,000 students in grades 3-5 experience chamber music performance of "Peter & the Wolf"
- b. 1,000 3<sup>rd</sup>-graders experience the full Symphony NH orchestra
- c. In fall 2016, more students elect to join band as a result.
- d. Local media covers program with stories in print/web/radio, enhancing local understanding of the arts and what they offer our community.

**5. WHAT SPECIFIC ACTIVITIES WILL YOU DO AS PART OF THIS PROJECT TO PRODUCE THOSE RESULTS? (PLEASE LIST NO MORE THAN 5)**

- a. Visit all elementary schools with wind quintet
- b. bus 3<sup>rd</sup>-graders to Keefe Center for the Arts for full SNH performance.
- c. Project color slide show during concert to enhance students' understanding of repertoire
- d. Provide preparatory materials to teachers so they can support our efforts in their own classrooms
- e. Reach out to local media to encourage coverage of Picture This

**6. TIMING:**

**a. WHEN DO YOU EXPECT TO BEGIN YOUR PROJECT (MONTH, YEAR)?**

**August 2015**

**b. WHEN DO YOU EXPECT TO COMPLETE YOUR PROJECT (MONTH, YEAR) OR IS IT ONGOING?**

Planning and preparation for our in-school education programs are ongoing, but most of the activity takes place in February and March each year.

**7. WHO WILL BE SERVED BY OR PARTICIPATE IN THIS PROGRAM? IS IT FREE TO PARTICIPANTS? HOW MANY PARTICIPANTS DO YOU EXPECT?**

All third-grade students in Nashua (approximately 1,000) attend the full orchestra concert, but many more (closer to 4,000) enjoy the in-school performances of *Peter & the Wolf*.

**8. EXPLAIN HOW YOU EVALUATE THE FISCAL EFFICIENCY OF YOUR ORGANIZATION'S PROGRAMS.**

The Symphony NH Board of Trustees along with the SNH staff oversee the programs initiated by the Symphony. These programs are evaluated on a program basis at monthly meetings, and a yearly basis at the Annual Retreat. They are checked for effectiveness, efficiency and need for improvement. Many of the programs also use surveys by the participants (students and teachers) for additional input.

**9. IF APPROVED, HOW AND WHERE DO YOU PLAN TO USE THE NASHUA ARTS COMMISSION'S LOGO?**

We've used the Nashua Arts Commission's logo in our program booklet, on concert posters, and on the printed program given to students at the concert they attended at Keefe Center for the Arts (samples enclosed). We would use it similarly for funded programs in the future.



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### AGREEMENT TO GRANT TERMS

By signing this application form, the applicant and the fiscal sponsor (if applicable) hereby indicate(s) agreement with the following terms and conditions:

- 1) The information contained in this application and in any attachments is true and correct to the best of your knowledge.
- 2) Your organization is a nonprofit, 501(c)(3) federal tax-exempt organization, public school, public agency working for the State of New Hampshire, or an Indian tribal government (or its political subdivision) recognized by the Department of the Interior **or** has a written agreement with a fiscal sponsor that is a 501(c)(3) organization, public school, or public agency.
- 3) Any funds received as a result of this application will be used only for the purpose specified in the award letter. No part of any grant will be used for a political campaign or to support attempts to influence legislation of any governmental body other than through making available the results of non-partisan analysis, study, and research. No portion of the award will be granted to any secondary grantee without the express permission of the City of Nashua.
- 4) Any funds received as a result of this application will be returned if the grant recipient loses its exemption from federal income taxation as provided for under section 501(c)(3) of the Internal Revenue Code.
- 5) Any funds received as a result of this application will be expended within 12 months of the payment date. At the end of this period, any unexpended grant funds will be returned to the City of Nashua, or a written request for an extension of time will be submitted to the City for approval. **An evaluation report will be submitted upon completion of your program or by the due date specified in the grant award letter.**

  
SIGNATURE OF PRESIDENT, CHIEF ADMINISTRATIVE OFFICER, OR  
TREASURER

3/19/15  
DATE

Eric Valliere  
PRINT NAME

Executive Director  
TITLE

### FISCAL SPONSOR

If you applied using a fiscal sponsor, please have an authorized officer of the sponsoring organization sign below

\_\_\_\_\_  
SIGNATURE OF OFFICER OR FISCAL SPONSOR ORGANIZATION (IF APPLICABLE)

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PRINT NAME

\_\_\_\_\_  
TITLE

### CITY OF NASHUA NON-DISCRIMINATION POLICY

The City of Nashua seeks to promote respect for all people. In its community-building and capacity-building grant making (or successor grant programs supported by those funds), the city will support organizations that do not intend to deny services, employment, or volunteer involvement on the basis of race, age, ancestry or national origin, sexual orientation, gender, physical or mental disability, or religion. It is not the intent of this policy to deny support for programs that serve specifically defined populations. By signing this form, the applicant organization confirms that it is in compliance with this policy.

  
SIGNATURE OF PRESIDENT, CHIEF ADMINISTRATIVE OFFICER, OR  
TREASURER

3/19/15  
DATE

Eric Valliere  
PRINT NAME

Executive Director  
TITLE



IRS Department of the Treasury  
Internal Revenue Service

P.O. Box 2508  
Cincinnati OH 45201

In reply refer to: 0248467579  
Oct. 29, 2012 LTR 4168C EO  
02-6012500 000000 00

00016388

BODC: TE

SYMPHONY NEW HAMPSHIRE  
% ERIC VALLIERE  
6 CHURCH ST  
NASHUA NH 03060-3425



027729

Employer Identification Number: 02-6012500  
Person to Contact: Mr Gerding  
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Oct. 18, 2012, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in October 1962.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section 509(a)(2).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website [www.irs.gov/eo](http://www.irs.gov/eo) for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

**Symphony NH Board of Trustees**  
**2014 | 15**

**Officers**

**President**

*Robert (Bob) Oot (Radiologist, SNH Med Ctr)*  
9 Mendelssohn Dr.  
Hollis, NH 03049

**Vice President**

*Cam McGurk (Speech Language Pathologist)*  
29 Raymond Street  
Nashua, NH 03064

**Secretary**

*Amy DeRoche (Symphony Chorus President)*  
108 Allds St Apt 4  
Nashua, NH 03060

**Treasurer**

*Joe Kenny, Esq (Partner, Hamblett & Kerrigan)*  
45 Boston Post Road  
Amherst, NH 03031

**Trustees**

*Bob Boisvert (Owner, MASI Plumbing)*  
14 Sandpiper Lane  
Merrimack, NH 03054

*Brian Lavoie (Lavoie Wealth Mgt)*  
20 Trafalgar Square, Suite 304A  
Nashua, NH 03063

*Karin Duchesne (The Nashua Bank)*  
15 Raymond St.  
Nashua, NH 03064

*Mary Phillis (Instructor, Adult Learning Center)*  
10 Poliquin Drive  
Nashua, NH 03062

*Olivia Pare (Nashua HS Student Rep)*  
Nashua, NH

*Lauren Spira-Savett (Dir of Culture, NH Public Radio)*  
39 Coburn Ave.  
Nashua, NH 03063

*Drew Wilson, DMD (Amherst Dental Assoc.)*  
18 Eaton Road  
Amherst, NH 03031

*Matt Van Wagner (CEO, Find-Me-Faster)*  
80 Stillwater Dr.  
Nashua, NH 03062

*Mary Jordan*  
11 Heron Cove Dr.  
Merrimack, NH 03054

*Ann Conway*  
297 Pine Hill Road  
Hollis, NH 03049

*John Rein*  
4 Indian Rock Road  
Nashua, NH 03063

*Sandy Belknap*  
40 Fairmount St.  
Nashua, NH 03064

**Ex Officio**

*Eric Valliere, Executive Director*  
6 Church St.  
Nashua, NH 03060

*Jonathan McPhee, Music Director*  
37 Oak Hill Road  
Sudbury, MA 01776

*Glynis Gordon, President Friends of Sym NH*  
6 Vieckis Dr  
Nashua, NH 03062

*Nathaniel Lathrop, SNH Players' Committee Rep*  
64 Suffolk Lane  
Carlisle, MA 01741-1839

**Other SNH Staff**

*Rebecca Kopycinski, Marketing & Production Mgr*  
58 Garrison Ave.  
Somerville, MA 02144

*Signe Lindberg, Development Associate*  
16 Winch Hill Road  
Swansey, NH 03446



## 543014 SYMPHONY NH - Operating Budget

FY 15

## REVENUE

## Earned

|                      |        |
|----------------------|--------|
| Subscriptions        | 45,357 |
| Single Tickets       | 81,449 |
| Group Sales          | 0      |
| Endowment            | 28,265 |
| Program Advertisers  | 16,250 |
| Other Earned Revenue | 65,725 |

|                      |         |
|----------------------|---------|
| Total Earned Revenue | 237,046 |
|----------------------|---------|

## Contributed

|                   |        |
|-------------------|--------|
| Fundraisers       | 79,478 |
| Individual Gifts  | 75,590 |
| Government Grants | 18,000 |
| Business Partners | 69,500 |
| Foundation Grants | 63,400 |

|                   |         |
|-------------------|---------|
| Total Contributed | 305,968 |
|-------------------|---------|

|                      |  |                |
|----------------------|--|----------------|
| <b>Total Revenue</b> |  | <b>543,014</b> |
|----------------------|--|----------------|

## EXPENSE

## Artistic

|                           |         |
|---------------------------|---------|
| Orchestra                 | 126,198 |
| Music Director            | 31,362  |
| Soloists                  | 5,950   |
| Choral Conductor(s)       | 12,900  |
| Other Artistic Services   | 23,759  |
| Education Outreach        | 23,600  |
| Other Special Engagements | 55,265  |

|                |         |
|----------------|---------|
| Total Artistic | 279,034 |
|----------------|---------|

|            |        |
|------------|--------|
| Production | 20,420 |
|------------|--------|

## Admin

|                                  |         |
|----------------------------------|---------|
| Development/Fundraising          | 36,712  |
| Marketing                        | 17,939  |
| Administrative Salaries/Benefits |         |
| Admin Staff                      | 133,233 |
| Admin Benefits                   | 12,487  |
| Office Operations                | 19,735  |
| Other / Misc                     | 19,474  |

|             |         |
|-------------|---------|
| Total Admin | 239,580 |
|-------------|---------|

|               |                |
|---------------|----------------|
| Total Expense | <b>539,034</b> |
|---------------|----------------|

|                   |       |
|-------------------|-------|
| Net Gain / (Loss) | 3,980 |
|-------------------|-------|

# CITY OF NASHUA

## ARTS COMMISSION GRANT APPLICATION

*The City of Nashua grant programs vary in terms of their application requirements and interests. Please consult our website ([www.nashuanh.gov](http://www.nashuanh.gov)) for individual grant program criteria and guidelines about how to apply to each program.*

The Nashua Arts Commission has established this grant program to recognize the contributions made by local non-profit organizations, which have demonstrated a continued commitment to enriching the lives of area residents through Visual Arts and the Performing Arts. Grants awarded normally range between \$500 to \$5,000. However, the review committee will consider requests falling outside that range for projects of extraordinary scope and impact.

Applicants must have demonstrated a commitment to community, education, and quality of life through a consistent expenditure of their own funds to provide programs which benefit the Nashua community at large. This grant is designed to offset some of the organization's costs of providing programs at little or no cost to the citizens of Nashua.

Agencies that receive CDBG funding, Review & Comment Funding or other 505 monies related to Human Service Funding are NOT eligible.

If you have questions about the application or review process, please call City Hall at (603) 589-3260.

### DIRECTIONS

- Submission deadline is ***Friday, April 10, 2015 by 5:00 p.m.***
- Do not send materials other than those requested, and do not send any materials under separate cover.
- Send only one copy and do not staple or bind your application.
- This application can be completed in two ways: 1) open it in Microsoft Word and click on the shaded areas to **type** in your answers (preferred); or 2) you can type your answers on a separate sheet of paper. Please use a font size of at least 11 point.
- You may submit an electronic copy of the application, along with attachments of additional requested documentation, to [grantapp@nashuanh.gov](mailto:grantapp@nashuanh.gov).

Or

- Mail this application to:

**City Hall  
Mayor's Office  
Attn: Nashua Arts Commission Grants  
229 Main Street  
Nashua NH 03060**

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### CHECKLIST

Please use this checklist to ensure that your application contains all required information and attachments.

**Incomplete proposals will not be reviewed.**

- ✓ € Completed application form (including required signatures)
- ✓ € 501(c)(3) letter from IRS
- ✓ € List of the organization's governing board, advisory board, and all employees
- ✓ € A single copy of your organization's operating budget for the current fiscal year



PICTURE THIS!

Jonathan McPhee, Music Director

March 31, 2015  
Keefe Center for the Arts  
Nashua, NH

|                    |  |
|--------------------|--|
| <b>WILLIAMS</b>    | <i>Indiana Jones March (excerpt)</i>                                     |
| <b>BEETHOVEN</b>   | <i>Symphony No. 3 in E-flat Major<br/>(excerpt from first movement))</i> |
| <b>MENDELSSOHN</b> | <i>A Midsummer Night's Dream (excerpts)</i>                              |
| <b>SIBELIUS</b>    | <i>Finlandia (excerpt)</i>   |
| <b>STRAVINSKY</b>  | <i>The Rite of Spring (excerpt from Part II)</i>                         |
| <b>HOLST</b>       | <i>The Planets (excerpts from Mars/Venus)</i>                            |
| <b>PROKOFIEV</b>   | <i>Scythian Suite (excerpt)</i>  |
| <b>BADAELT</b>     | <i>Pirates of the Caribbean Suite</i>                                    |

Picture This is made possible with the support of *Nashua Rotary Club West, Conway Arena Ice Rink Commission, Ella F. Anderson Trust, Cogswell Benevolent Trust, Nashua Center for the Arts, King's Daughters Benevolent Association, Fidelity Investments, and:*



RBC Wealth Management





# SYMPHONY **NH**

2014/15 **SEASON**